

DEPARTMENT OF HEALTH & HUMAN SERVICES
Centers for Medicare & Medicaid Services
7500 Security Boulevard, Mail Stop S2-12-25
Baltimore, Maryland 21244-1850



Center for Medicaid and State Operations/Survey and Certification Group

Ref: S&C-04-07

DATE: November 13, 2003

TO: State Survey Agency Directors

FROM: Director
Finance, Systems & Budget Group

Director
Survey and Certification Group

SUBJECT: Minimum System Requirements

The purpose of this memorandum is to inform Regional Offices and State Survey Agency personnel that the system requirements for State Survey Agency computers are being upgraded.

The Centers for Medicare & Medicaid Services is revising the minimum standard requirements for the Windows Operating System to ensure compatibility with an upgrade to Quality Improvement & Evaluation System (QIES), Oracle software. Effective May 2004, all computers that will be directly connected to the QIES/ASPEN (Automated Survey Processing Environment) local area network may no longer use Windows 95. They must have a Windows 98, 2000, NT or XP operating system. Computers that are used remotely (e.g., for ASPEN Survey Explorer) and not connected to the network need not be upgraded.

This memorandum revises Page 16 of the FY 2004 State Survey and Certification Budget Call Program Requirements and Budget Guidelines (see new guidelines attached).

If there are any questions, please contact Pete Burdette at (410) 786-3490.

Effective: May 2004

Training: The information contained in this announcement should be shared with all state survey and certification staff.

/s/
Wayne Smith, Ph.D.

/s/
Thomas E. Hamilton

Attachment

cc: Survey and Certification Regional Office Management (G-5)

| Minimum Standard System Client Requirement: Existing Equipment | | |
|---|---|---|
| Component | Desktop | Laptop |
| <i>Processor</i> | Pentium Class (or equivalent) @ 266MHz | Pentium Class (or equivalent) @ 266MHz |
| <i>Memory (RAM)</i> | 64 MB | 64 MB |
| <i>Disk Capacity (Free space)</i> | 200 MB | 100 MB |
| <i>Monitor</i> | 15" Color VGA | Monochrome/VGA |
| <i>Operating System</i> | Windows 98, 2000, NT, or XP Operating System | Windows 98, 2000, NT, or XP Operating System * |
| <i>Floppy Disk Drive</i> | 3.5" HD | 3.5" HD |
| <i>Pointing Device</i> | Mouse | Mouse or equivalent (e.g., trackball) |
| <i>Network Interface Card</i> | Yes | Required if no CD-ROM |
| <i>Modem</i> | Not Required | Recommended (56k) |
| <i>CD-ROM</i> | Recommended | Recommended |
| Minimum Client Requirement: New Purchases | | |
| Component | Desktop | Laptop |
| <i>Processor</i> | Pentium Class (or equivalent) @ 1 GHz | Pentium Class (or equivalent) @ 1 GHz |
| <i>Memory (RAM)</i> | 128 MB | 128 MB |
| <i>Disk Capacity Total/Free</i> | 1GB/200 MB | 1 GB/100 MB |
| <i>Monitor</i> | 15" Color VGA | Color VGA |
| <i>Operating System</i> | Windows 2000, NT, or XP Operating System | Windows 2000, NT, or XP Operating System |
| <i>Floppy Disk Drive</i> | 3.5" HD | 3.5" HD |
| <i>Pointing Device</i> | Mouse | Mouse or equivalent (e.g., trackball) |
| <i>Network Interface Card</i> | Yes | Recommended |
| <i>CD-ROM</i> | Yes | Yes |
| <i>Modem</i> | Not Required | Recommended (56 K) |
| <i>Expected Cost</i> | <\$1,000 | \$1,500 |

* Windows 98, 2000, NT, or XP minimum only required for machines that directly access LAN-installed ASPEN or QIES Data Management System applications. Laptops that are never directly connected to the QIES/ASPEN LAN may use Windows 95.